

### ***Coaching to Improve Performance***



Description: This workshop will provide business owners with a standardized approach to “coaching” employees and conducting the discussion, itself. Participants will receive a structured Coaching Form that enforces standardization in the coaching process. Participants will also have the opportunity to practice developing a formal coaching discussion using the form provided. They will also come away with a better understanding of the purpose and value of coaching employees and understand the difference between coaching and discipline.

#### **Learning Goals:**

- Recognize the benefits of coaching
- Identify the qualities of a good of a coach
- Learn effective coaching techniques
- Understand the coaching process
- Prepare a “coaching discussion”

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